

OFFICE OF AUDITOR OF STATE

STATE OF IOWA

David A. Vaudt, CPA Auditor of State

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NEWS RELEASE

		Contact: Andy Meisen
FOR RELEASE	June 20, 2005	515/281-5834

Auditor of State David A. Vaudt today released an audit report on America's Agricultural Industrial Heritage Landscape, Inc., d/b/a Silos and Smokestacks National Heritage Area (Silos and Smokestacks), in Waterloo, Iowa for the years ended December 31, 2004 and 2003.

Silos and Smokestacks was organized in 1996 as a non-profit corporation for charitable and educational purposes. The mission of Silos and Smokestacks is to preserve and tell the story of American agriculture and its global significance through partnerships and activities that celebrate the land, people and communities of the area.

Vaudt reported Silos and Smokestacks' public support and revenues totaled \$635,240 for the year ended December 31, 2004, a 7% decrease from 2003. Public support and revenue consisted primarily of a \$584,251 federal grant, provided through the National Park Service, for conserving, interpreting and developing the historical, cultural, natural and recreational resources related to the industrial and cultural heritage of Northeast Iowa. Expenses totaled \$604,838 for the year ended December 31, 2004, a 14.3% decrease from 2003, and included \$257,878 in project expenses and \$253,074 in personnel expenses.

This report recommends Silos and Smokestacks segregate duties to the extent possible to provide maximum internal control over the accounting system and cash procedures. Silos and Smokestacks has responded positively to this recommendation, indicating additional procedures and controls were being implemented.

A copy of the audit report is available for review in the Office of Auditor of State and the office of the Executive Director of Silos and Smokestacks.

AMERICA'S AGRICULTURAL INDUSTRIAL HERITAGE LANDSCAPE, INC. D/B/A SILOS AND SMOKESTACKS NATIONAL HERITAGE AREA

INDEPENDENT AUDITOR'S REPORTS FINANCIAL STATEMENTS AND SUPPLEMENTARY INFORMATION SCHEDULE OF FINDINGS AND QUESTIONED COSTS

DECEMBER 31, 2004 AND 2003

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Board of Trustees

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Steve Sukup Wade Wagner	Member Member
Phyllis Ewing	Partnership Panel Chair
Donald Short	Executive Director



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<u>Independent Auditor's Report</u>

To the Board of Trustees of Silos and Smokestacks National Heritage Area:

We have audited the accompanying financial statements, listed as exhibits in the table of contents of this report, of America's Agricultural Industrial Heritage Landscape, Inc., d/b/a Silos and Smokestacks National Heritage Area (Silos and Smokestacks), as of and for the years ended December 31, 2004 and 2003. These financial statements are the responsibility of Silos and Smokestacks' management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with U.S. generally accepted auditing standards, Chapter 11 of the Code of Iowa and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards and provisions require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audits provide a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Silos and Smokestacks as of December 31, 2004 and 2003, and the changes in its financial position and its cash flows for the years then ended in conformity with U.S. generally accepted accounting principles.

In accordance with <u>Government Auditing Standards</u>, we have also included our reports dated March 31, 2005 on our consideration of Silos and Smokestacks' internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grants. Those reports are an integral part of an audit performed in accordance with <u>Government Auditing Standards</u> and should be read in conjunction with this report in considering the results of our audit.

Our audit was performed for the purpose of forming an opinion on the financial statements taken as a whole. The supplementary information included in Schedules 1 and 2, including the Schedule of Expenditures of Federal Awards required by U.S. Office of Management and Budget (OMB) Circular A-133, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information has been subjected to the auditing procedures applied in our audit of the aforementioned financial statements and, in our opinion, is fairly stated in all material respects in relation to the financial statements taken as a whole.

DAVID A. VAUDT, CPA Auditor of State

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WARREN G/JENKINS, CPA Chief Deputy Auditor of State

March 31, 2005





Statements of Financial Position

December 31, 2004 and 2003

		2004	2003
Assets			
Cash and cash equivalents	\$	89,264	60,528
Accounts receivable		50,000	-
Grants receivable		177,620	149,538
Prepaid expenses		681	-
Equipment, less accumulated depreciation			
of \$21,160 and \$22,164		18,697	16,742
Total assets	\$	336,262	226,808
Liabilities and Net Assets			
Liabilities:			
Accounts payable	\$	1,054	903
Payroll tax payable		4,477	4,214
Compensated absences		6,249	3,071
Deferred revenue		75,460	-
Total liabilities		87,240	8,188
Net assets - unrestricted		249,022	218,620
Total liabilities and net assets	\$	336,262	226,808

See notes to financial statements.

Statements of Activities

Years ended December 31, 2004 and 2003

	2004	2003
Public support and revenues:		
Public support:		
Contributions	\$ 33,564	35,386
Federal support	584,251	643,534
	617,815	678,920
Revenues:		
Workshop income	1,820	885
Tour income	5,913	-
Speaking fees	2,093	-
Survey income	3,500	-
Rent	3,200	3,063
Interest income	55	70
Miscellaneous	844	430
	17,425	4,448
Total public support and revenues	635,240	683,368
Expenses:		
Project	257,878	399,659
Personnel	253,074	228,489
Occupancy	26,584	25,899
Administration	67,302	51,894
Total expenses	604,838	705,941
Change in net assets	30,402	(22,573)
Net assets beginning of year	218,620	241,193
Net assets end of year	\$ 249,022	218,620

See notes to financial statements.

Statements of Cash Flows

Years ended December 31, 2004 and 2003

	2004	2003
Cash flows from operating activities:		
Cash received from federal sources	\$ 556,169	699,971
Contributions received	73,194	25,236
Rent received	3,200	3,062
Interest received	55	70
Cash paid for goods and services and to employees	(593,169)	(716,536)
Net cash provided by operating activities	39,449	11,803
Cash flows from capital activities:		
Acquisition of equipment	(10,713)	(4,174)
Net increase in cash and cash equivalents	28,736	7,629
Cash and cash equivalents beginning of year	60,528	52,899
Cash and cash equivalents end of the year	\$ 89,264	60,528
Reconcilation of change in net assets to net cash		
provided by operating activities:		
Change in net assets	\$ 30,402	(22,573)
Adjustments to reconcile change in net assets to net cash		
provided by operating activities:		
Depreciation expense	8,044	7,473
Loss on disposal of capital assets	714	-
(Increase) decrease in grants receivable	(28,082)	56,437
(Increase) in accounts receivable	(50,000)	-
(Increase) decrease in prepaid expense	(681)	147
Increase (decrease) in accounts payable	151	(18,434)
Increase in payroll tax payable	263	285
Increase (decrease) in compensated absences	3,178	(67)
Increase (decrease) in deferred revenue	75,460	(11,465)
Net cash provided by operating activities	\$ 39,449	11,803

See notes to financial statements.

Notes to Financial Statements

December 31, 2004 and 2003

(2) Summary of Significant Accounting Policies

A. Reporting Entity

America's Agricultural Industrial Heritage Landscape, Inc., d/b/a Silos and Smokestacks National Heritage Area (Silos and Smokestacks), was organized in 1996 as a non-profit corporation for charitable and educational purposes. It was created to support and facilitate the development of regional heritage tourism and to share the story of American agriculture. Silos and Smokestacks encompasses a 37 county region in northeast Iowa and is federally designated as a National Heritage Area and operates as an affiliate of the National Park Service. The primary source of public support is a grant received from the National Park Service.

Silos and Smokestacks is exempt from tax under Section 501(c)(3) of the Internal Revenue Code and a similar section of the Iowa income tax law, which provides tax exemption for corporations organized and operated exclusively for charitable, religious or educational purposes.

B. Fund Accounting

Silos and Smokestacks' accounts for all resources over which it has discretionary control to use in carrying out the operations of the organization in accordance with the limitations of its charter and bylaws.

C. Basis of Accounting

Basis of accounting refers to when revenues and expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The accompanying financial statements have been prepared on the accrual basis of accounting in conformity with U.S. generally accepted accounting principles. Revenues are recorded when earned and expenses are recorded when the liability is incurred.

Purchases of equipment providing future benefits are capitalized and depreciated.

D. Basis of Presentation

Net assets and revenues, expenses, gains and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, the net assets of Silos and Smokestacks and changes therein are classified and reported as follows:

<u>Unrestricted net assets</u> – Net assets not subject to donor-imposed stipulations.

Revenues are reported as increases in unrestricted net assets unless use of the related assets is limited by donor-imposed restrictions. Expenses are reported as decreases in unrestricted net assets. Gains and losses on investments and other assets or liabilities are reported as increases or decreases in unrestricted net assets unless their use is restricted by explicit donor stipulations or by law.

E. Assets, Liabilities and Net Assets

<u>Cash and Cash Equivalents</u> – Silos and Smokestacks considers savings accounts and all other highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

<u>Equipment</u> – Purchased equipment is stated at cost. Donated fixed assets are valued at the estimated fair value on the date donated. Depreciation is computed using the straight-line method over the estimated useful lives of 3 to 7 years. No interest costs were capitalized since there were no qualifying assets.

<u>Compensated Absences</u> – Employees accumulate a limited amount of earned but unused vacation benefits payable. Amounts representing the cost of compensated absences are recorded as liabilities and have been computed based on rates of pay in effect at December 31, 2004 and 2003.

(2) Property and Equipment

A summary of property and equipment is as follows:

	December 31,		
	2004 200		
Property and equipment Less: accumulated depreciation	\$	39,857 21,160	38,906 22,164
Property and equipment, net	\$	18,697	16,742

(3) Employee Benefit Plan

Silos and Smokestacks offers a SIMPLE IRA plan. Under the plan, an employee can defer to their SIMPLE IRA up to \$9,000 and \$8,000 per year for the years ended December 31, 2004 and 2003, respectively. In addition, employees over 50 years of age can defer an additional \$1,500 per year to their SIMPLE IRA. Investments grow tax-deferred, along with employer contributions. Silos and Smokestacks provides a dollar for dollar match for each participating employee's deferral, up to 3% of the employee's compensation. Plan expenses incurred by Silos and Smokestacks during the years ended December 31, 2004 and 2003 were \$6,130 and \$5,533, respectively.

(4) Risk Management

Silos and Smokestacks is exposed to various risks of loss related to torts; theft; damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. These risks are covered by commercial insurance purchased from independent third parties. Settled claims for these risks have not exceeded the commercial insurance coverage in any of the past three fiscal years.

(5) Matching Grant Activity

Silos and Smokestacks entered into an agreement with the U.S. Department of Interior, National Park Service (NPS) to receive a total of \$10 million in grant funds during the period June 2000 through September 2010. The agreement requires a dollar for dollar match of Federal funds with non-Federal funds.

In a prior year, Silos and Smokestacks contributed \$250,000 to the Iowa Equestrian Center at Kirkwood Community College, Cedar Rapids, Iowa. The NPS has allowed Silos and Smokestacks to use the total non-Federal project cost of Phase II of the Iowa Equestrian Center of \$2.8 million as match. As of December 31, 2004, Silos and Smokestacks has used \$853,000 of the Phase II project costs as match.





Statements of Public Support and Revenues, Expenses and Changes in Net Assets

Years ended December 31, 2004 and 2003

	2004	2003
Public support and revenues:		
Public support:	d 22.564	25 226
Contributions	\$ 33,564	35,386
Federal support:	=0.4.0=4	6.40 2 0.4
National Park Service grant	584,251	643,534
	617,815	678,920
Revenues:		
Workshop income	1,820	885
Tour income	5,913	-
Speaking fees	2,093	-
Survey income	3,500	-
Rent	3,200	3,063
Interest income	55	70
Miscellaneous	844	430
	17,425	4,448
Total public support and revenues	635,240	683,368
Expenses:		
Project:		
Consultants	101,066	84,789
Grant and loan projects	78,710	244,689
Dues, memberships and subscriptions	6,214	2,723
Advertising and promotion	21,782	5,561
Printing and postage	13,786	14,912
Website maintenance	251	2,136
Camp Silos projects	-	5,300
International Heritage Development projects	750	3,448
Roadmapping projects	_	1,369
Donor wall	4,161	-
STEP-Survey project	2,500	2,500
Prairie Pathways projects		8,244
Farm tours	5,158	
Meeting and registration expense	4,094	5,653
Travel, mileage and lodging	17,647	15,449
Other	1,759	2,886
	257,878	399,659
Personnel:		
Salaries	210,221	193,839
Payroll tax	15,055	14,072
Insurance	20,541	13,960
Employee benefits	6,189	5,573
Other	1,068	1,045
Oulci	253,074	228,489

Statements of Public Support and Revenues, Expenses and Changes in Net Assets

Years ended December 31, 2004 and 2003

	2004	2003
Expenses (continued):		
Occupancy:		
Rent	18,084	17,017
Telephone	6,405	6,682
Other	2,095	2,200
	26,584	25,899
Administration:		
Accounting	5,729	8,250
Consultants	13,696	6,374
Depreciation	8,044	7,473
Insurance	2,660	5,165
Dues, memberships and subscriptions	6,715	6,583
Materials and supplies	5,369	2,934
Printing and copies	2,535	505
Postage and shipping	1,823	1,370
Advertising and promotion	2,050	39
Training and education	1,717	1,283
Repair and maintenance	5,476	3,249
Meetings and registrations	2,580	189
Travel, mileage and lodging	6,805	6,156
Other	2,103	2,324
	67,302	51,894
Total expenses	604,838	705,941
Changes in net assets	30,402	(22,573)
Net assets beginning of year	218,620	241,193
Net assets end of year	\$ 249,022	218,620

See accompanying independent auditor's report.

Schedule of Expenditures of Federal Awards

Year ended December 31, 2004

	Agency or		
	CFDA	Pass-through	Program
Grantor/Program	Number	Number	Expenditures
Direct: U.S. Department of the Interior: National Park Service:			
Unknown Title	15.000	CA6069A0031	\$ 584,251

Basis of Presentation – The Schedule of Expenditures of Federal Awards includes the federal grant activity of Silos and Smokestacks National Heritage Area and is presented on the accrual basis of accounting. The information on this schedule is presented in accordance with the requirements of OMB Circular A-133, <u>Audits of States, Local Governments, and Non-Profit Organizations</u>. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the financial statements.

See accompanying independent auditor's report.



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<u>Independent Auditor's Report on Compliance</u> <u>and on Internal Control over Financial Reporting</u>

To the Board of Trustees of Silos and Smokestacks National Heritage Area:

We have audited the financial statements of America's Agricultural Industrial Heritage Landscape, Inc., d/b/a Silos and Smokestacks National Heritage Area (Silos and Smokestacks), as of and for the year ended December 31, 2004, and have issued our report thereon dated March 31, 2005. We conducted our audit in accordance with U.S. generally accepted auditing standards, Chapter 11 of the Code of Iowa and the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States.

Compliance

As part of obtaining reasonable assurance about whether Silos and Smokestacks' financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, non-compliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of non-compliance that are required to be reported under <u>Government Auditing Standards</u>.

Internal Control over Financial Reporting

In planning and performing our audit, we considered Silos and Smokestacks' internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, we noted a matter involving the internal control over financial reporting and its operation that we consider to be a reportable condition. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect Silos and Smokestacks' ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements. The reportable condition is described in Part II of the accompanying Schedule of Findings and Questioned Costs.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we believe item II-A-04 is a material weakness.

This report, a public record by law, is intended solely for the information and use of the officials and employees of Silos and Smokestacks and other parties to whom Silos and Smokestacks may report. This report is not intended to be and should not be used by anyone other than these specified parties.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of Silos and Smokestacks during the course of our audit. Should you have any questions concerning any of the above matters, we shall be pleased to discuss them with you at your convenience.

DAVID A. VAUDT, CPA Auditor of State

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WARREN G/JENKINS, CPA Chief Deputy Auditor of State

March 31, 2005

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<u>Independent Auditor's Report on Compliance with Requirements Applicable</u> to Each Major Program and Internal Control over Compliance

To the Board of Trustees of Silos and Smokestacks National Heritage Area:

Compliance

We have audited the compliance of America's Agricultural Industrial Heritage Landscape, Inc., d/b/a, Silos and Smokestacks National Heritage Area (Silos and Smokestacks), with the types of compliance requirements described in U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement that are applicable to its major federal program for the year ended December 31, 2004. Silos and Smokestacks' major federal program is identified in Part I of the accompanying Schedule of Findings and Questioned Costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to its major federal program is the responsibility of Silos and Smokestacks' management. Our responsibility is to express an opinion on Silos and Smokestacks' compliance based on our audit.

We conducted our audit of compliance in accordance with U.S. generally accepted auditing standards, Chapter 11 of the Code of Iowa, the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States, and OMB Circular A-133, <u>Audits of States</u>, <u>Local Governments</u>, <u>and Non-Profit Organizations</u>. Those standards and provisions require that we plan and perform the audit to obtain reasonable assurance about whether non-compliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Silos and Smokestacks' compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on Silos and Smokestacks' compliance with those requirements.

In our opinion, Silos and Smokestacks complied, in all material respects, with the requirements referred to above that are applicable to its major federal program for the year ended December 31, 2004.

Internal Control Over Compliance

The management of Silos and Smokestacks is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered Silos and Smokestacks' internal control over compliance with requirements that could have a direct and material effect on its major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

We noted a matter involving the internal control over compliance and its operation that we consider to be a reportable condition. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over compliance that, in our judgment, could adversely affect Silos and Smokestacks' ability to administer its major federal program in accordance with applicable requirements of laws, regulations, contracts and grants. The reportable condition is described in Part III of the accompanying Schedule of Findings and Questioned Costs.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that non-compliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program being audited may occur and not be detected in a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we believe item III-A-04 is a material weakness.

This report, a public record by law, is intended solely for the information and use of the officials and employees of Silos and Smokestacks and other parties to whom Silos and Smokestacks may report, including federal awarding agencies and pass-through entities. This report is not intended to be and should not be used by anyone other than these specified parties.

DAVID A. VAUDT, CPA Auditor of State

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WARREN G/JENKINS, CPA Chief Deputy Auditor of State

March 31, 2005

Schedule of Findings and Questioned Costs

December 31, 2004

Part I: Summary of the Independent Auditor's Results:

- (a) An unqualified opinion was issued on the financial statements.
- (b) A reportable condition in internal control over financial reporting was disclosed by the audit of the financial statements, which is considered to be a material weakness.
- (c) The audit did not disclose any non-compliance which is material to the financial statements.
- (d) A reportable condition in internal control over the major program was disclosed by the audit of the financial statements, which is considered to be a material weakness.
- (e) An unqualified opinion was issued on compliance with requirements applicable to the major program.
- (f) The audit disclosed an audit finding which is required to be reported in accordance with Office of Management and Budget Circular A-133, Section .510(a).
- (g) Silos and Smokestacks' major program is CFDA #15.000 Unknown Title.
- (h) The dollar threshold used to distinguish between Type A and Type B programs was \$300,000.
- (i) Silos and Smokestacks did not qualify as a low-risk auditee.

Schedule of Findings and Questioned Costs

December 31, 2004

Part II: Findings Related to the Financial Statements:

INSTANCES OF NON-COMPLIANCE:

No matters were noted.

REPORTABLE CONDITION:

- II-A-04 <u>Segregation of Duties</u> One important aspect of internal accounting control is the segregation of duties among employees to prevent an individual employee from handling duties which are incompatible. One employee has control over the following duties:
 - Accounting system general accounting/general ledger/journal entry function, custody and control of assets and the detail recording of accounts.
 - Cash procedures preparing bank account reconciliations, cash receipt function, and handling and recording cash

<u>Recommendation</u> – We realize segregation of duties is difficult with a limited number of office employees. However, Silos and Smokestacks should review its internal control procedures to obtain the maximum internal control possible under the circumstances.

<u>Response</u> – We will continue to monitor internal control procedures. Procedures regarding the review of cash by another staff person have been implemented and added to our Financial Policies.

<u>Conclusion</u> – Response accepted.

Schedule of Findings and Questioned Costs

December 31, 2004

Part III: Findings and Questioned Costs For Federal Awards:

INSTANCES OF NON-COMPLIANCE:

No matters were noted.

REPORTABLE CONDITION:

CFDA Number 15.000: Unknown Title Federal Award Year: 2002 U.S. Department of Interior

III-A-04 <u>Segregation of Duties</u> – Silos and Smokestacks did not properly segregate duties, from a control standpoint to prevent an individual employee from handling duties which are incompatible. See audit finding II-A-04.

Staff

This audit was performed by:

Michelle M. Meyer, CPA, Manager Kathleen S. Caggiano, Senior Auditor Daniel L. Grady, Assistant Auditor

> Andrew E. Nielsen, CPA Deputy Auditor of State